

DDA SUMMARY FILE COPY

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Annual Report to the Director, Information Security Oversight Office (ISOO) on the Agency's Information Security Program.

FROM:

Edward J. Maloney  
Director, OIT  
2D00 HQS

EXTENSION

NO.

OIT 0773-87

DATE

27 OCT 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA/EXA  
7D18

30 OCT 1987

10/30

CWS

Bill,

2.

1. Attached is the annual report to ISOO on the Agency's information security program. The data provided in our report will be incorporated into ISOO's annual report to the President.

3.

ADDA

DA

4.

5.

DDA

12 NOV 1987

WHD

2. For the past two years, we have used two one-week counts to determine the number of classified documents created by the Agency. Prior to FY 86, Agency statistics were based on a single one-week count. This new approach has proved to be worthwhile. Agency offices are becoming familiar with the count procedures and are providing a more reliable product.

6.

7.

DDA/Reg (mail)

8.

9.

10.

11.

12.

13.

4.

Ed